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Bylaws of
Academy of Orthopaedic Physical Therapy, APTA, Inc.
(A Delaware Nonstock Corporation)

1 **ARTICLE I. NAME AND RELATIONSHIP TO AMERICAN PHYSICAL**
2 **THERAPY ASSOCIATION**

3
4 This corporation, Academy of Orthopaedic Physical Therapy, APTA, Inc. (the
5 “Academy”) shall be a component of the American Physical Therapy Association (the
6 “Association”).
7

8
9 **ARTICLE II. PURPOSE**

10
11 The purpose of the Academy shall be to provide a means by which Association members
12 having a common interest in orthopaedic physical therapy may meet, confer, and promote
13 their common interests.
14

15
16 **ARTICLE III. OBJECTIVES**

17
18 The objectives of the Academy shall be to:

- 19
20 1. Provide for interchange and dissemination of information about current trends and
21 practices related to orthopaedic physical therapy; and
22 2. Identify resource people and materials, and address areas of concern related to
23 orthopaedic physical therapy; and
24 3. Foster research in the area of orthopaedic physical therapy; and
25 4. Promote the development and implementation of orthopaedic specialization and
26 special interests; and
27 5. Serve as a major source of information on orthopaedic physical therapy for
28 society and the profession of physical therapy.
29

30
31 **ARTICLE IV. MEMBERSHIP**

32
33 **Section 1: Categories and Qualifications of Members**

34
35 The Academy membership categories and qualifications for Physical Therapist, Retired
36 Physical Therapist, Life Physical Therapist, Student Physical Therapist, Physical
37 Therapist Assistant, Retired Physical Therapist Assistant, Life Physical Therapist
38 Assistant, PT – Post Professional Student, and Student Physical Therapist Assistant shall
39 be the same as those of the Association.
40

41 **Section 2: Rights and Privileges of Members**

42
43 Except as otherwise provided by law, the rights and privileges of the Academy’s
44 members shall be identical to those established in the Association’s bylaws, as they may
45 be amended from time to time.
46

1 **Section 3: Application for and Admission to Membership**

2
3 Any member of the Association in a category specified in Section 1 above may join the
4 Academy as a member in the corresponding category by submitting an application for
5 membership and payment of the Academy dues, if any, applicable to the membership
6 category.

7
8 **Section 4: Good Standing**

9
10 An Academy member is in good standing within the meaning of these bylaws if the
11 member is in good standing in the Association.

12
13 **Section 5: Disciplinary Action**

14
15 Any member of the Academy whose membership rights and privileges are suspended by
16 the Association shall have his or her membership rights and privileges in the Academy
17 suspended. Any member who is expelled from membership in the Association shall be
18 expelled from Academy membership.

19
20 **Section 6: Reinstatement**

21
22 Any former member of the Academy who is in good standing in the Association may be
23 reinstated to membership in the Academy by payment of the required Academy dues.

24
25
26 **ARTICLE V. SPECIAL (SIG) AND EDUCATIONAL (EIG) INTEREST**
27 **GROUPS**

28
29 **Section 1: Special Interest Groups**

- 30
31 **A.** A special interest group shall:
- 32
33 1. Operate under the SIG EIG Rules of Order and Policies that
34 shall not be inconsistent with Academy or Association
35 bylaws and that shall be approved by the Academy's Board
36 of Directors.
 - 37
38 2. Not levy special assessments that carry punitive action or
39 loss of good standing.
- 40
41 **B.** May be established and/or dissolved in accordance with the rules
42 and conditions specified by the Academy's Board of Directors.
- 43
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1 **Section 2: Education Interest Groups**

2
3 **A.** An Education Interest Group shall:

- 4
5 1. Operate under the SIG EIG Rules of Order and Policies that
6 shall not be inconsistent with Academy or Association
7 bylaws and that shall be approved by the Academy's Board
8 of Directors.
9
10 2. Not levy special assessments that carry punitive action or
11 loss of good standing.
12

13 **B.** May be established and/or dissolved in accordance with the rules
14 and conditions specified by the Academy's Board of Directors.
15

16 **Section 3: Limitations**

17
18 **A.** Special and Education interest groups are subject to the following
19 limitations:
20

- 21 1. Bylaws and policies of the Association and the Academy.
22
23 2. No special or education interest group shall profess or
24 imply that it speaks for or represents the Academy or
25 members other than those currently holding membership in
26 the special or education interest group unless authorized by
27 the Academy's Board of Directors.
28
29

30 **ARTICLE VI. MEMBERSHIP MEETINGS**

31
32 **Section 1: Annual Meeting**
33

34 The Academy shall hold an annual meeting of the general Academy membership for the
35 conduct of business at the time and place of the Association Combined Sections Meeting.
36 Attendance shall be limited to Academy members and invited guests approved by the
37 Board of Directors. The Academy shall hold informational meetings with the Academy
38 membership each year, whenever possible.
39

40 **Section 2: Special Meetings**
41

42 The President, with the approval of a majority of the Directors, has authority to call a
43 special meeting of the general Academy membership. The President must call a special
44 meeting if one hundred (100) members request one in writing.
45
46
47
48

1 **Section 3: Notice of Meeting Requirements**

2
3 Notice of time and place of Annual and any Special Membership meetings shall be sent
4 to all Academy members at least thirty (30) days prior to the meeting.

5
6 **Section 4: Quorum**

7
8 A quorum shall consist of the presence at a meeting of twenty (20) members having
9 voting power.

10
11 **Section 5: Minutes**

- 12
13 A. The Executive Director shall keep the minutes of meetings and
14 proceedings of the general membership and Board of Directors.
15
16 B. The Executive Director shall submit to the Association minutes of
17 each meeting of the general Academy membership within 45 days
18 of the date of the meeting.
19

20 **Section 6: Educational or Professional Programs**

21
22 An educational or professional program may be presented at any Academy meeting. A
23 program held at the time of the Association meeting must be coordinated with the
24 Association schedule.
25
26
27

28 **ARTICLE VII: BOARD OF DIRECTORS AND OFFICERS**

29
30 **Section 1: Board of Directors**

31
32 **A. Composition**

- 33
34 1. The Board of Directors (BOD) shall consist of (i) the three
35 Principal Officers of the Academy (the “Principal
36 Officers”), that is, the President, Vice President, and
37 Treasurer, each of whom is a Director, and (ii) four other
38 Directors (the “Non-officer Directors”), referred to herein
39 as Non-officer Directors #1, #2, #3, and #4, and (iii) the
40 three ex officio members comprised of the Education,
41 Practice, and Research Committee Chairs who are
42 appointed by the BOD.
43
44 2. The Executive Committee shall consist of the three
45 Principal Officers and two Non-Officer Directors who
46 are elected annually by the BOD
47

1 vacancies exist in both the office of the Vice President and the
2 office of the President, the Board of Directors shall have authority
3 to appoint an eligible member in good standing to fill the office of
4 the President.

5
6 **G. Meetings and Conduct of Business**

7
8 **1. Regular Meetings**

9
10 The Board of Directors shall have a minimum of two (2)
11 face-to-face meetings each year. If the Association has a
12 Combined Sections Meeting, a Board meeting shall be held
13 in conjunction with it. The time and place of each regular
14 meeting shall be determined by the Board.

15
16 **2. Special Meetings**

17
18 The Board, at any meeting, may schedule a special meeting
19 of the Board. The President may call a special meeting of
20 the Board.

21
22 The President must call a special meeting of the Board
23 upon the written petition of three Directors.

24
25 **3. Use of Telecommunications Equipment**

26
27 To the extent authorized or permitted by state law, the
28 Board may permit any or all members of the Board to
29 participate in a meeting by any means of communications
30 equipment the use of which enables all Directors
31 participating in the meeting to hear each other.

32
33 **4. Action without a Meeting**

34
35 To the extent authorized or permitted by state law the
36 Board may act without a meeting if all members of the
37 Board consent to the action in writing or by electronic
38 transmission.

39
40 **5. Notice**

41
42 Notice by the President of all meetings of the Board shall
43 be given to all members of the Board at least 5 days prior to
44 the date of the meeting.
45
46
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48

1 **6. Quorum**

2
3 A quorum shall consist of the presence at a meeting of six
4 Directors.

5
6 **H. Duties and Responsibilities of the Board**

- 7
8 **1.** The Board of Directors shall be responsible for managing
9 or directing the management of the business and affairs of
10 the Academy.
11
12 **2.** Subject to the duty of Board members to act with care and
13 in the best interests of the Academy, the Board of
14 Directors shall carry out mandates and policies determined
15 by the membership of the Academy and shall make and
16 enforce policies that are consistent with such mandates
17 and policies.
18
19 **3.** The Board of Directors shall appoint and employ an
20 Executive Director, who shall serve at the discretion of the
21 Board.
22
23 **4.** The Board of Directors shall be responsible for approving
24 minutes of meetings of the Board.
25

26 **Section 2: Officers**

27
28 **A. President**

29 The President shall:

- 30
31
32 **1.** Call special meetings of the Board of Directors;
33
34 **2.** Preside at all meetings of the Board of Directors;
35
36 **3.** Serve as the Alternate Section Delegate to the APTA
37 House of Delegates on behalf of the Academy;
38
39 **3.** Be an ex officio member of all committees except the
40 Nominating Committee; and
41
42 **4.** Submit the Annual Report to the Association and such
43 other reports as may be required by the Association Board
44 of Directors.
45

46 **B. Vice President**

47 The Vice President shall:
48

1. Assume the duties of the President if the President is absent or incapacitated;
2. Be an ex officio member of all designated committees as outlined in the Strategic Planning programs adopted by the Board of Directors; and

C. Treasurer

The Treasurer shall:

1. Oversee the maintenance of complete and accurate financial records which shall be audited annually by a Certified Public Accountant;
2. Submit the audited report in writing to the Board of Directors;
3. Submit an annual financial report and proposed budget to the Board of Directors;
4. Oversee the collection and disbursement of moneys as mandated by the Academy or the Board of Directors; and
5. Serve on the Finance Committee as Chair.

The Board of Directors may designate one or more Assistant Treasurers. In the absence or incapacity of the Treasurer, an Assistant Treasurer may have such authority to carry out responsibilities of the Treasurer under these bylaws (other than acting as a Director) as the Board may determine.

ARTICLE VIII. COMMITTEES

Section 1: Finance Committee

A. Composition

The Finance Committee shall have a least three (3) members in addition to the Treasurer, who shall be Chair. Each of whom shall be a current Academy member in good standing.

B. Function

To advise the Board of Directors on matters pertaining to financial needs, growth, and stability, presentation of an annual budget to

1 the Board of Directors, investment policies, and compliance with
2 financial obligations to APTA.

3
4 **C. Appointment**

5
6 The Treasurer shall recommend individuals for appointment as
7 members of the Finance Committee, but the Board of Directors
8 shall not be required to appoint only individuals recommended by
9 the Treasurer.

10
11 **D. Term**

12
13 Each appointed member of the Finance Committee shall serve a
14 term of three (3) years.

15
16
17 **Section 2: Nominating Committee**

18
19 **A. Qualifications**

20
21 The Nominating Committee shall consist of three (3) members in
22 good standing.

23
24 **B. Election**

25
26 Members of the Nominating Committee shall be elected by vote of
27 the members of the Academy. One member of the Nominating
28 Committee shall be elected each year, by mail ballot in November.

29
30 **C. Term**

31
32 A member of the Committee shall serve for a term of three years or
33 until the election of his/her successor. The member having the
34 greatest number of years on the committee shall serve as Chair. No
35 member shall be elected to successive complete terms.

36
37 **D. Vacancies**

38
39 Any vacancy shall be filled by the Board of Directors until the next
40 regular election, at which time the vacant position shall be filled
41 for the remainder of the term, by mail ballot.

42
43 **Section 3: Education Committee**

44 **A. Qualifications**

45 The Education Committee shall consist of members, all of whom
46 are in good standing.

- 1 B. Function
2 To provide accessible and cost-effective professional development
3 opportunities for members through various methods including pre-
4 conference and educational programming at CSM and off-site
5 regional courses on relevant and current topics.
6
- 7 C. Appointment
8 All members of the Education Committee shall be appointed by the
9 Board of Directors. In addition, the Chair of the Committee shall
10 serve as an ex officio member of the Board of Directors.
11
- 12 D. Term
13 A member of the Education Committee shall serve for a term of
14 three years or until the appointment of his/her successor. The
15 Board of Directors shall appoint the Chair of the committee and
16 are not obligated to appoint an incumbent member of the
17 committee.
18
- 19 E. Vacancies
20 Any vacancy shall be filled by the Board of Directors for the
21 remainder of the term.
22

23 **Section 4: Practice Committee**

24 Qualifications

- 25 A. Qualifications
26 The Practice Committee shall consist of members who are in
27 good standing.
28
- 29 B, Function
30 To provide advice and counsel to the Academy of Orthopaedic
31 Physical Therapy Board on issues, plans, policies, procedures, and
32 external and internal environment issues that affect the future of
33 orthopaedic physical therapy practice and the profession.
34
- 35 C. Appointment
36 All members of the Practice Committee shall be appointed by the
37 Board of Directors. In addition, the Chair of the Committee shall
38 be appointed by the Board and serve as an ex officio member of
39 the Board of Directors. The Chair of the Practice Committee shall
40 serve as the Academy's Section Delegate to the House of
41 Delegates.
42
- 43 D. Term
44 A member of the Practice Committee shall serve for a term of three
45 years or until the appointment of his/her successor. The Board of
46 Directors shall appoint the Chair of the committee and are not
47 obligated to appoint an incumbent member of the committee.
48

- 1 E. Vacancies
 2 Any vacancy shall be filled by the Board of Directors for the
 3 remainder of the term.
 4

5 **Section 5: Research Committee**

- 6 A. Qualifications
 7 The Research Committee shall consist of members who are in
 8 good standing.
 9
 10 B. Function
 11 To promote the development and improvement of orthopaedic
 12 physical therapy research at all levels.
 13
 14 C. Appointment
 15 All members of the Research Committee shall be appointed by the
 16 Board of Directors. In addition, the Chair of the Committee shall
 17 serve as an ex officio member of the Board of Directors.
 18
 19 D. Term
 20 A member of the Research Committee shall serve for a term of
 21 three years or until the appointment of his/her successor. The
 22 Board of Directors shall appoint the Chair of the committee and
 23 are not obligated to appoint an incumbent member of the
 24 committee.
 25
 26 D. Vacancies
 27 Any vacancy shall be filled by the Board of Directors for the
 28 remainder of the term.
 29

30 **Other Committees**

31
 32 Such other committees, standing or special, shall be established by the
 33 Board of Directors as deemed necessary to carry on the work of the
 34 Academy. Members of appointed committees shall be current Academy
 35 members in good standing.
 36
 37

38 **ARTICLE IX: OFFICIAL PUBLICATIONS**

39
 40 **Section 1: Official Publications**

41
 42 **A. Journal of Orthopaedic and Sports Physical Therapy**

43
 44 *The Journal of Orthopaedic and Sports Physical Therapy* is an
 45 official publication of the Academy of Orthopaedic Physical
 46 Therapy, APTA, Inc. and the Sports Physical Therapy Section.
 47

1 **B. Orthopaedic Physical Therapy Practice**

2
3 *Orthopaedic Physical Therapy Practice* is an official publication
4 of the Academy of Orthopaedic Physical Therapy, APTA, Inc.
5

6 **Section 2: Publication as Notice**

7
8 Publication in *Orthopaedic Physical Therapy Practice*, *The Journal of*
9 *Orthopaedic and Sports Physical Therapy*, the Academy of Orthopaedic
10 Physical Therapy website (orthopt.org), or Osteo-blast, of meeting notices,
11 issues to vote upon, or a slate of nominees shall constitute official notice
12 to all members, provided notice has been mailed, posted or blasted to the
13 membership thirty (30) days prior to the meeting date or the deadline for
14 receipt of a mailed ballot.
15

16
17 **ARTICLE X. DELEGATE TO THE ASSOCIATION'S HOUSE OF**
18 **DELEGATES**

19
20 **Section 1: Qualifications**

- 21
22 A. The Academy's Section Delegate shall be the Chair of the Practice
23 Committee. If the Practice Chair is unable to fulfill this role, the
24 President, as the Alternate Delegate, will represent the Academy as
25 the Section Delegate.
26 B. Only Physical Therapist and Physical Therapist Assistant members
27 who have been members of the Academy in any category of
28 membership in good standing for two (2) years immediately
29 preceding may serve as a Section Delegate.
30
31 C. An Academy Section or Alternate Delegate may not, in the same
32 year, serve as a Chapter or Assembly Delegate.
33
34 D. The Academy shall notify Association headquarters of the name of
35 Academy Delegate, as required by the Association and the
36 Standing Rules of the House of Delegates.
37
38 E. The Academy must be represented in the House of Delegates
39 annually.
40

41 **Section 2: Election and Term**

- 42
43 A. The Practice Chair is appointed by the Board of Directors and
44 serves as the Section Delegate. The President is elected by the
45 membership and serves as the Alternate Delegate.
46

- 1 B. The term for the Academy's Section Delegate and that of the
2 Alternate Delegate shall coincide with the terms of the Practice
3 Committee Chair and the Academy President respectively.
4

5 **Section 3: Duties of Delegates**
6

- 7 A. To attend the annual and special meetings of the House of
8 Delegates of the Association.
9
10 B. To present to the House of Delegates such matters as are ordered
11 by the Board of Directors.
12

13
14 **ARTICLE XI. ELECTIONS**
15

16 **Section 1: Nominations and Offices**
17

- 18 A. The Nominating Committee shall prepare a slate of candidates.
19 Only those members who have given written consent to serve may
20 be slated. The slate shall be published on the Academy of
21 Orthopaedic Physical Therapy, APTA, Inc. website.
22
23 B. Nominees for Treasurer shall have served on the Finance
24 Committee for no less than one (1) year from the time they would
25 assume the office of Treasurer at the end of the Annual Meeting.
26 This limitation shall not apply if both the Finance Committee and
27 the Board of Directors adopt a resolution stating that the limitation
28 should not apply to a named individual(s).
29

30 **Section 2: Election Cycle**
31

32 The members of the Board of Directors shall be elected as follows:
33

- 34 A. The President and Vice-President shall be elected on a staggered
35 basis with the Vice-President being elected the year following the
36 election of the President. The respective elections shall take place
37 every three years.
38
39 B. In the next year the Treasurer and two Non-officer Directors shall
40 be elected.
41
42 C. In the next year one Non-officer Directors shall be elected.
43
44 D. Newly elected members of the Board shall assume office at the
45 close of the Annual Academy Membership Meeting.
46
47
48

1 *PROVISO: Beginning in 2019, the election cycle will proceed as follows:*
 2 *2020 Vice President and new Non-Officer Director (#3)*
 3 *2021 Treasurer, new Non-Officer Director (#4), and Non-Officer Director*
 4 *#1*
 5 *2022 President and Non-Officer Director #2*
 6 *2023 Vice President and Non-Officer Director (#3)*
 7 *2024 Treasurer and Non-Officer Directors (#1 and #4)*

8
 9
 10 **Section 3: Election Ballot**

- 11
 12 A. Elections shall be conducted via mailed ballot in November of
 13 each year and coordinated by the Nominating Committee. Ballots
 14 shall permit voters to write in the name of a member who is
 15 qualified under Article VII, Section 1, and has given written
 16 consent to serve if elected. The Nominating Committee will
 17 present its selections in an October mailing to all voting Academy
 18 members and post on the Academy Web Site. Additional
 19 candidates may be nominated by written petition of 25 members
 20 for each candidate. The petition candidates would be on the
 21 November ballot mailing along with the candidates slated by the
 22 Nominating Committee. A minimum return of mail-in ballots
 23 consisting of valid ballots returned from at least five (5) percent of
 24 the eligible voters is required for the election to be valid. The
 25 results of the election shall be announced at the Annual Academy
 26 Membership Meeting.
- 27
 28 B. The Nominating Committee, whenever possible, shall nominate at
 29 least two (2) candidates for each position to be filled. In any
 30 election for a Principal Officer position or for ~~a only one~~ Non-
 31 officer Director position or for only one position on the
 32 Nominating Committee, the candidate that receives the most votes
 33 cast shall be elected. All ties shall be broken by drawing of lots by
 34 the Nominating Committee.
- 35
 36 C. If two or more Non-officer Directors are to be elected under any
 37 proviso to these bylaws for terms of different lengths, voters may
 38 vote for up to as many positions as are to be filled, and the
 39 candidates that receive the most votes shall be elected. In such a
 40 case, the candidate that receives the most votes shall be deemed
 41 elected to the position with the longest term, the candidate that
 42 receives the next most votes shall be deemed elected to the
 43 position with the next longest term, and so forth.
- 44
 45 D. If two or more members of the Nominating Committee are to be
 46 elected under any proviso to these bylaws for terms of different
 47 lengths, voters may vote for up to as many positions as are to be
 48 filled, and the candidates that receive the most votes shall be

1 elected. In such a case, the candidate that receives the most votes
 2 shall be deemed elected to the position with the longest term, the
 3 candidate that receives the next most votes shall be deemed elected
 4 to the position with the next longest term, and so forth.
 5
 6

7 **ARTICLE XII. FINANCE**
 8

9 **Section 1: Fiscal Year**
 10

11 The fiscal year of the Academy shall be the same as that of the Association.
 12

13 **Section 2: Limitation on Expenditures**
 14

15 No officer, employee or committee shall expend any money not provided in the budget as
 16 adopted, or spend any money in excess of the budget allotment, except by order of the
 17 Academy's Board of Directors. The Board of Directors shall not commit the Academy to
 18 any financial obligation in excess of its current financial resources.
 19

20 **Section 3: Dues**
 21

22 A. Academy dues shall be as follows:
 23

24 Physical Therapist: \$50.00

25 Physical Therapist – Post-Professional Student: \$15.00

26 Physical Therapist Assistant, Retired Physical Therapist and

27 Retired Physical Therapist Assistant: \$30.00

28 Student Physical Therapist and Student Physical Therapist

29 Assistant: \$15.00

30 Life Physical Therapist and Life Physical Therapist Assistant:

31 zero dollars

32 Changes in dues are to be recommended by the Finance Committee
 33 to the Board of Directors, which in turn makes recommendations
 34 to the Academy membership. Changes approved by the Academy
 35 membership must also meet Association approval before August
 36 1st and shall become effective on the first day of the next fiscal
 37 year.
 38

39 B. All dues shall be for the period specified in the Association's
 40 bylaws.
 41

42 C. All dues changes approved by the Academy membership and
 43 approved by the Association's Board of Directors before the
 44 Association's deadline will become effective on the first of the
 45 Association's next fiscal year.
 46

47 D. The Board of Directors may offer reduced rates for Academy dues
 48 as an incentive to promote membership.

1
2 **Section 4: Submission of Financial Records to Association**
3

4 The Academy shall submit their annual financial statements, tax returns, and audit report
5 to the Association when and as directed by APTA Headquarters.
6

7
8 **ARTICLE XIII. DISSOLUTION**
9

10 **Section 1: Involuntary Dissolution**
11

12 The Academy may be involuntarily dissolved in accordance with the Association's
13 bylaws.
14

15 **Section 2: Voluntary Dissolution**
16

17 The Academy may dissolve subject to a recommendation to dissolve supported by no less
18 than two-thirds (2/3) vote of the members of the Academy's Board of Directors and
19 adopted by two-thirds (2/3) of the Academy's members.
20

21 **Section 3: Distribution of Property and Records**
22

23 In the event that the Academy is dissolved, all property and records of the Academy
24 shall, after payment of its bona fide debts, be conveyed to the Association.
25

26
27 **ARTICLE XIV. PARLIAMENTARY AUTHORITY**
28

29 The rules contained in the current edition of Robert's Rules of Order Newly Revised shall
30 govern the Academy in all cases to which they are applicable and in which they are not
31 inconsistent with these bylaws and any rules of order adopted by the Academy.
32

33 **ARTICLE XV. AMENDMENTS**
34

35 **Section 1: Mail Ballot Amendments**
36

37 The Academy bylaws may be amended in whole or in part by means of a mail ballot as
38 provided in this Academy. The Board of Directors on its own initiative may bring before
39 the Annual Academy Membership Meeting for discussion and amendment, any proposed
40 amendment of the Academy bylaws. The Board of Directors shall bring before the
41 Annual Academy Membership Meeting for discussion and amendment, any petition to
42 amend the bylaws signed by at least one hundred (100) members of the Academy,
43 provided that the petition is submitted to the Board at least thirty (30) days prior to the
44 Annual Academy Membership Meeting.
45

46 The Vice-President shall submit to the general membership for a vote any proposed
47 amendment discussed at the Annual Academy Membership Meeting (i) if a majority vote
48 at the Annual Academy Membership Meeting favored submitting the proposal to the

1 general membership or (ii) if the Board of Directors approves submitting the proposal to
2 the general membership. The Vice-President shall submit any such proposed amendment
3 to the general membership by (i) publishing it in an official publication of the Academy
4 and (ii) sending a ballot to all members, in each case at least thirty (30) days prior to the
5 deadline for returning the ballot to the Academy.
6

7 In order for any proposed amendment to be adopted, the Academy must receive by the
8 deadline valid ballots from at least five percent (5%) of the eligible voters and at least
9 two thirds (2/3) of the valid ballots must contain a vote in favor of the proposed
10 amendment.
11

12 Amendments to the Academy bylaws become effective upon approval in writing by the
13 Association’s Board of Directors. (Exception: Changes in Academy dues become
14 effective on the first of the Association’s next fiscal year following approval.)
15

16 **Section 2: Editorial Amendments or Amendments Necessitated by Association**
17 **Action**
18

19 If the intent of an amendment is editorial or to bring the Academy’s bylaws into
20 agreement with those of the Association, the amendment shall be made as required by the
21 Vice President and shared with the Board of Directors. The Vice President shall notify
22 the Academy’s membership that such amendments have been made.
23
24

25 **ARTICLE XVI. ASSOCIATION AS HIGHER AUTHORITY**
26

27 In addition to these Academy bylaws, the Academy is governed by the Association’s
28 bylaws and standing rules, and by Association’s House of Delegates and Board of
29 Directors policies.
30
31

32 *****
33 Adopted (August, 1984), Amended February 1986; December 1988; August 1990; July
34 1991; March 1993; February 1996; February 1997; February 1998; February 1999,
35 February 2001; Restated July 2003; February 2005; January 2006; December 2006;
36 January 2009; January 2012; January 2017; May 2018; July 2019